

~~SECRET~~
~~CONFIDENTIAL~~

W

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
THROUGH: Deputy Director of Training
FROM : Deputy Registrar/TR

DATE: 13 August 1959

25 YEAR RE-REVIEW

25X1
SUBJECT: Weekly Activity Report No. 31
29 July - 11 August 1959

I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

25X1
1. [] attended the luncheon meeting at the U. S. Department of Agriculture's Graduate School on 31 July, during which she not only met various key figures but also, of greater significance, was enabled to appraise the School's actual capabilities. She reported that speakers addressing the meeting frequently referred to the School as an "adult education" program rather than "graduate" study; course offerings generally are open to high-school graduates. One positive indication brought back by Miss [] was that the USDA Graduate School, through its Mr. Fulkes, Assistant Director, offered to conduct courses, e.g., a Reading Improvement Program, on a day or evening basis, in OTR facilities. (Added note: and at OTR cost)

25X1
25X1
25X1
25X1
2. The Information Branch furnished statistical data on different aspects of the language development program to [] PPS/TR (numbers of trainees) and to Roy [] LAS/TR (costs of awards in FY '59 for five typical languages), both being crash requirements for the Language Development Committee meeting of 5 August. Further assistance to the deliberations of that Committee is being afforded by [] compilation of data found in the Information Branch's Language Awards Transmittal Lists which will reveal facts pertinent for the determination of higher test-levels in grading proficiency; the last-named activity is a current task of [] LAS. Mrs. [] should have this research completed on 17 August. The priority given this task has necessarily resulted in a suspension of the appraisal of new applications (for cash awards), some 200 of which will get priority at the earliest practicable date.

25X1

~~CONFIDENTIAL~~~~SECRET~~

~~SECRET~~

SUBJECT: Weekly Activity Report No. 31
29 July - 11 August 1959

25X1

3. [] furnished cogent suggestions to interested inquirers on training in journalism, and in graduate degree requirements from her library of university catalogs. Another individual inquired about university instruction in [] (there are three: California, Washington, Yale).

4. The Registrar Staff disapproved four requests for Agency employees desiring to attend professional meetings or conferences on the basis of the two year old DD/S policy statement which includes this: "After June 1957 it is expected that each Office and Staff will make budgetary provision to cover costs for attendance by Agency employees at external conferences and professional society meetings." We shall continue to scrutinize each request for external training to determine whether it be properly an OTR sponsored activity.

25X1

5. [] completed arrangements with Howard Sollenberger and Dr. Bodman of FSI for three FE employees to begin [] language training at FSI, [] beginning this fall; also training for an SR employee to participate in the 12 week [] language program at [] beginning October 1959.

25X1

25X1

7. The undersigned wishes to record his grateful appreciation for the whole-hearted cooperation accorded him during recent weeks by all individuals of the Registrar Staff.

8. During the period 29 July - 11 August 1959, there were 315 persons enrolled in OTR conducted training:

111 enrolled in 19 classes (11 languages) voluntary
93 enrolled in 19 classes (7 languages) internal
47 enrolled in 4 Intelligence School courses
50 enrolled in 1 Operations School course
11 enrolled in 1 SIC course
3 Dependents

25X1

~~SECRET~~